



## IDENTIFICATION TECHNICIAN

### **Purpose:**

To actively support and uphold the City's stated mission and values. To perform skilled technical work in a variety of criminal identification activities.

### **Supervision Received and Exercised:**

Receives general supervision from the Identification Supervisor or from other supervisory or management staff.

### **Examples of Duties:**

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Duties may include, but are not limited to, the following:

- Conduct all aspects of fingerprint and palm print identification; fingerprint suspects, prisoners, and City employees; applicants for City, State, and Federal jobs; applicants for licenses or visas; classify and identify prints; search and file fingerprints; clear prints with State and Federal authorities; understand and utilize the AZAFIS system (both 10-prints and latent prints).
- Investigate crime scenes for latent fingerprints; process materials for latent fingerprints at crime scenes and in latent print laboratory; develop fingerprints with powders and chemicals; compare fingerprints with those in file; preserve tire prints, shoe prints, and other trace (biological and/or physical evidence).
- Responsible for photography at crime scenes and serious injury accidents; photograph prints with digital cameras; use special photographic methods such as infrared, ultraviolet, and time exposure; develop film; copy photographs for detectives and traffic officers to use in line-ups; prepare composite photos from crime witnesses; make enlargements and prepare prints for presentation in court; file negatives.
- Knowledge of software associated with digital imaging.

*Effective November 1988*

*Revised August 1993*

*Revised December 1994*

*Revised Jan 2002 (title change)*

*Revised June 2004 (minimum qualifications and duties)*

*Revised July 2004 (minimum qualifications)*

*Revised November 2004 (minimum qualifications and duties)*

*Revised October 2005*

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Identification Technician (continued)

- Develop and process evidence in a laboratory using special powders, chemical solutions, and forensic light sources.
- May testify in City, Justice, Superior, and Federal courts on fingerprint matches, photographs, and other evidence developed and preserved.
- Maintain all photo and crime lab equipment and supplies; clean photo processor; requisition supplies and equipment.
- Maintain logs, assignments, and work sheets; create written documents such as investigation reports on print identification.
- Responsible for Quality Assurance of Intoxilyzers and Portable Breath Tests (PBT).
- Perform related duties as assigned.

**Experience and Training Guidelines:**

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. The hiring department may include job related experience, training or license and certification preferences at the time of recruitment. A typical way to obtain the knowledge and abilities would be:

**Experience:**

Two years of full-time work experience with a law enforcement agency.

**Training:**

Equivalent to the completion of the twelfth grade supplemented by specialized training in fingerprint identification and either crime scene processing or photography.

**Licenses/Certifications:**

Successful completion of a fingerprint classification course *and* an advanced latent print identification course within six months of hire. *Possession of or ability to obtain within six months from date of hire, an Arizona AFIS Terminal Operator Certificate.* Requires the possession of, or ability to obtain, an appropriate Arizona driver's license.

**This position is included in the City's classified service, pursuant to City of Tempe Personnel Rules and Regulations, Rule 1, Section 103.**

*Effective November 1988  
Revised August 1993  
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Identification Technician (continued)

**Job Code: 3420**

**FLSA: Non-Exempt**

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